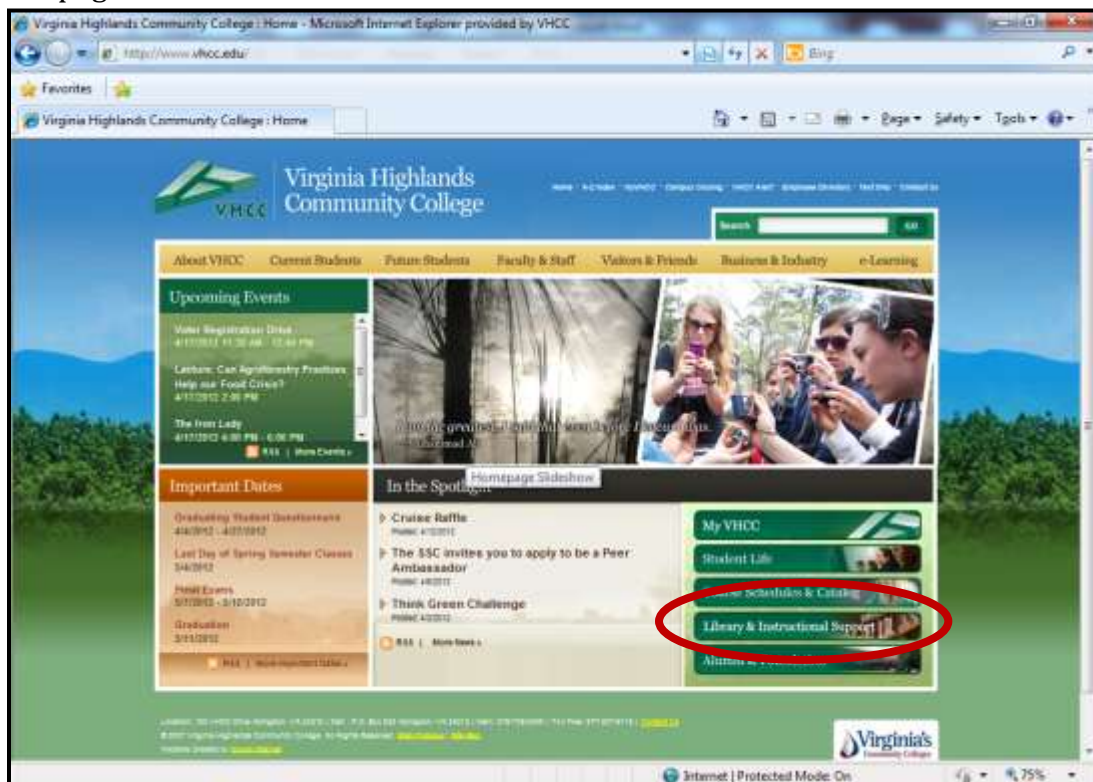


Accessing Library Resources from Off-Campus Locations

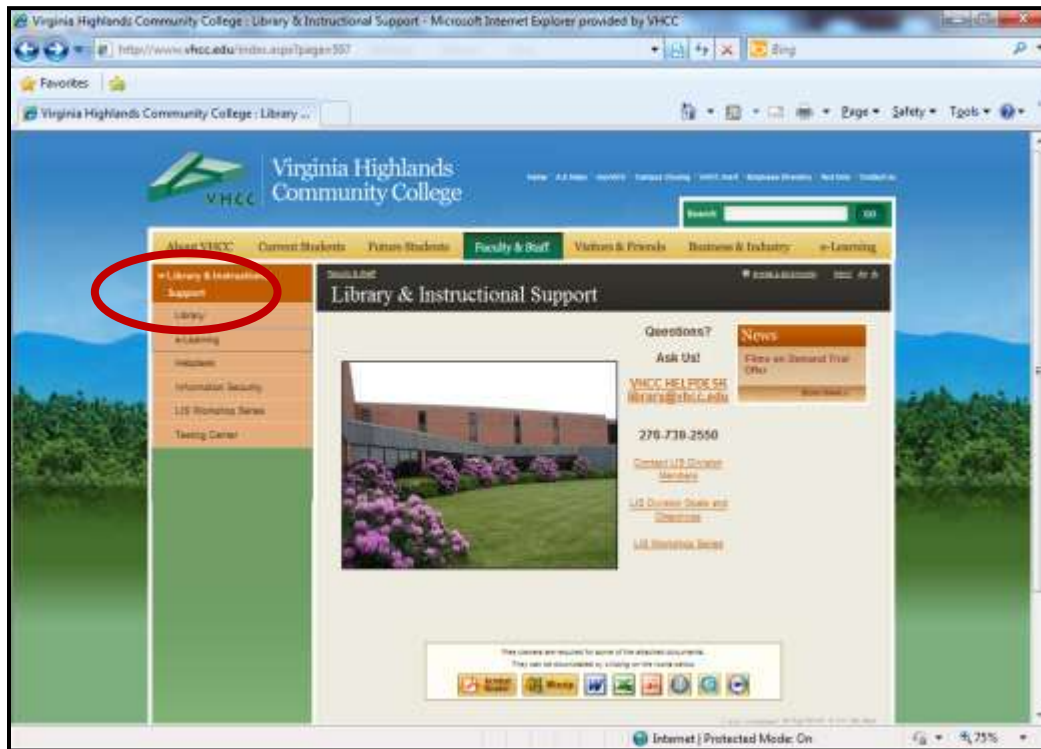
The Virginia Highlands Community College Library works to ensure information access for all students, regardless of whether they attend classes on campus or via distance learning. To that end, all electronic library resources are available off-campus.

To access electronic resources from an off-campus computer:

1. Go to <http://www.vhcc.edu>
2. Click on the “Library and Instructional Support” link on the bottom right corner of the page.



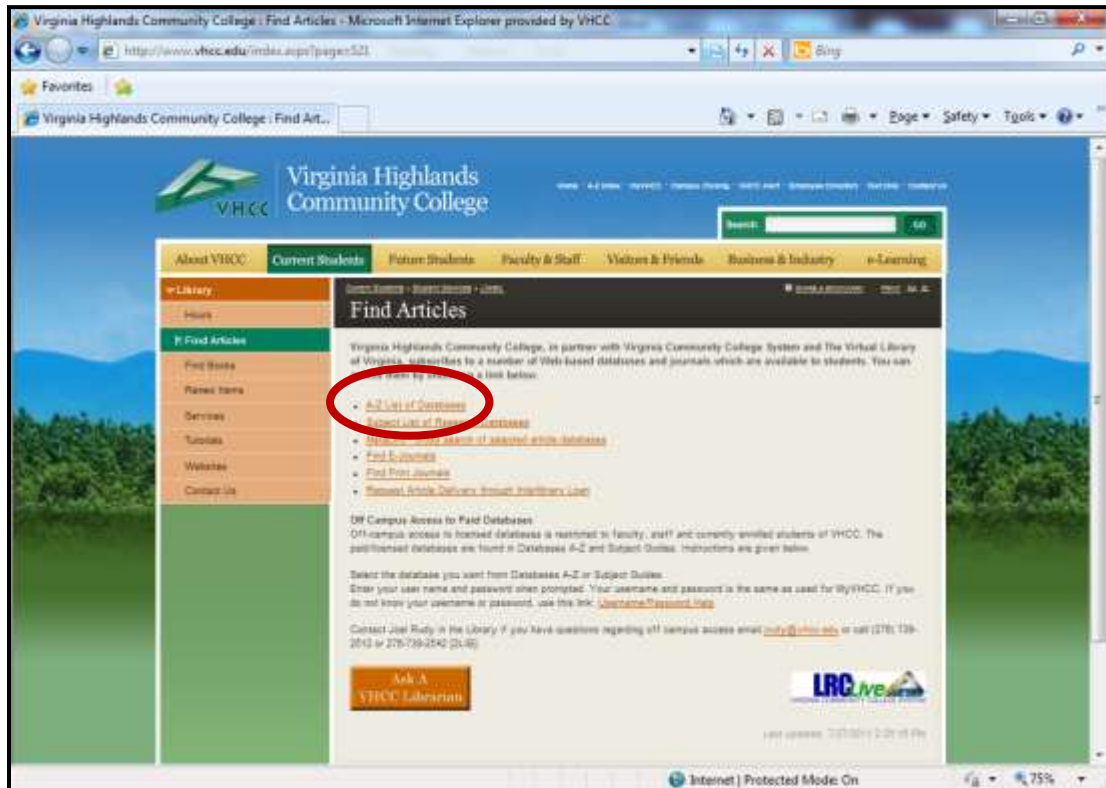
3. Click on the “Library” link in the top left corner.

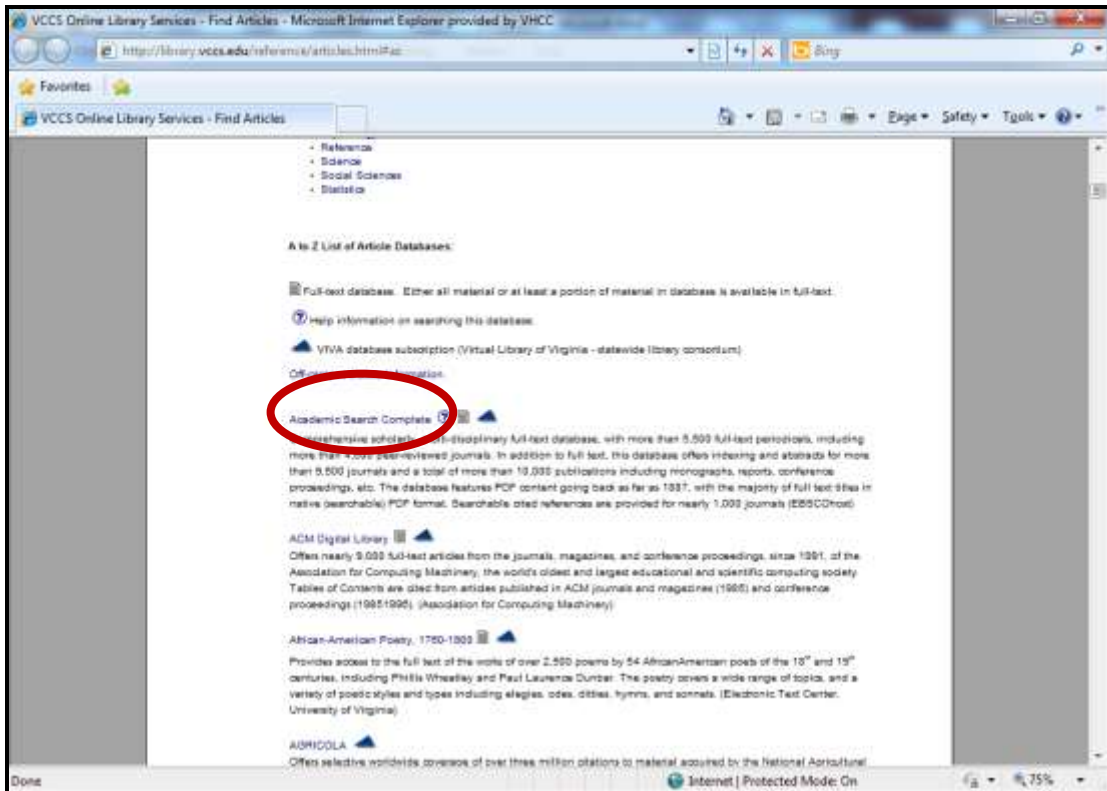


4. Click on the “Find Articles” link in the top left corner. If you wish to search for electronic books, click the “Find Books” link and follow the prompts on the next page.



5. For the purposes of this tutorial, the Academic Search Complete database will be used. All databases can be accessed with the same login information, though the screens and instructions that appear may be slightly different. Databases can be accessed by searching for title or by browsing the subject list. In this example, Academic Search Complete has been accessed by clicking on the “A-Z List of Databases” link.



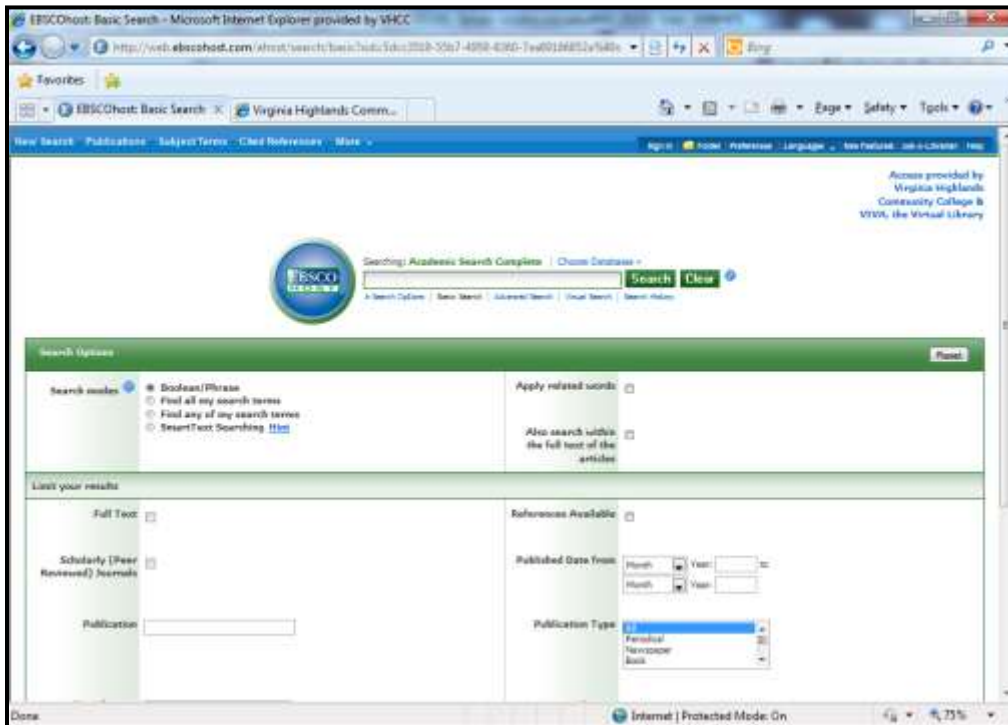


6. After clicking on the title of the database, a window will appear that asks for your login and password. It will look similar to this:



Enter your myVHCC username and password at this point. If you don't know your username or password, you can retrieve this information by going here: [Username/Password Help](#)

7. After you enter your username and password, you will be directed to the home screen for the database you chose.



If you have any questions or need further assistance, please don't hesitate to contact librarians Joel Rudy (276-739-2512 / jrudy@vhcc.edu) or Sarah Beth White (276-739-2472 / swhite@vhcc.edu).